DD/S REGISTRY
FILE Training 6

28 July 1965

MEMORANDUM FOR: Executive Officer to the DD/S

SUBJECT

: Fellowship in Congressional Operations

1. You asked that I make a resume of the subject course for the 3 August DD/S Staff Meeting.

# Purpose

The course was designed for carefully selected career administrators at the middle grade levels, GS-12 through GS-16, to acquire a thorough understanding of Congressional operations.

### Time of Course

Mid-November 1965 to 1 September 1966

# <u>Fellowship</u>

Fellows attending this course will be expected to gain:

- (1) A thorough knowledge of the organization of Congress.
- (2) A well balanced understanding of the legislative process and the factors and forces which influence it.
- (3) Congressional perspective of national executives and executive branch operations.
- (4) Congressional relationship to the total process of Government.

MORI/CDF Pages 1-2

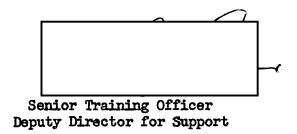
# Selection

Each applicant for the Fellowship will be interviewed by a Civil Service Commission selection committee early in September. Orientation starts in mid-November to late December and in January the participants begin full-time work assignments in a Congressman's office or House Committee and in early May begin full-time work assignments in a Senator's office or with a Senate Committee.

If any Directors of DD/S Offices believe they have candidates for this type of Fellowship will be glad to forward a flier fully describing the course.

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2. Hope you can use the above in your 3 August Staff Meeting.



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Attachment

Flier on Subj Course (to be returned

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#### FELLOWSHIP IN CONGRESSIONAL OPERATIONS

- 1. The announcement of the Fellowship was made by the Civil Service Commission in cooperation with the American Political Science Association.
- 2. Copies of the announcement were received in the Agency by the Office of Training.
- 3. The Office of Training sent the announcement to the Training Officer of the DCI \_\_\_\_\_\_, the Senior Training Officers of the four Directorates and the Training Officer of the General Counsel \_\_\_\_\_\_

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- 4. Nomination deadline to OTR: 20 August 1965.
- 5. Nomination deadline to CSC: 3 September 1965.
- 6. The other material, sent with the flyer, described purpose, time of course, description and selection.

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